

**BUREAU OF MOTOR VEHICLES DEFENSIVE DRIVING**  
**DRIVER IMPROVEMENT PROGRAM**

**COURSE DESCRIPTION:** The Bureau of Motor Vehicles has revamped its Defensive Driving Class program to include a new way of administering this class. This new method provides the Bureau more flexibility to meet the needs of our traffic safety customers. The "Basic Defensive Driving Course" is conducted by the Defensive Driving Department of the Indiana Bureau of Motor Vehicles and is designed by the American Institute for Public Safety (AIPS). This curriculum emphasizes three main themes relevant to the driver: attitude, communication, and awareness. The curriculum is designed to reach its audience while exploring a unique way of presenting the material. In view of the above, the Bureau of Motor Vehicles' defensive driving class is now called the Driver Improvement Program (DIP).

**PRE-REGISTRATION IS REQUIRED FOR EACH SESSION**

**\*\*NOTE:** State Employees who are required to take the Driver Improvement Program through court procedure or by the Bureau of Motor Vehicles Administrative letter **cannot** take this class. They must take the DIP class (for the public) through the Bureau of Motor Vehicles regular class provisions. If you have any questions, please contact the Defensive Driving Department at (317) 233-6000 (option #1).

**PRESENTED BY:** Instructors from the Defensive Driving Department, Bureau of Motor Vehicles.

**LENGTH:** Four (4) hours and twenty-five (25) minutes (includes one short break).

**WHO SHOULD ATTEND:** Any interested State employee who operates a motor vehicle.

**KEY BENEFITS:** Participants will receive a four-(4) point credit on their Indiana Official Driver Record. You will also receive information that can save lives, avoid bodily injury, and prevent property damage. You will also learn how to avoid collisions with a vehicle ahead, behind, oncoming, and at an intersection. In addition, the participants will learn about passing a vehicle, the Indiana point system, the habitual traffic violator law, the financial responsibility law, and the effects of drinking and driving.

**LOCATION:** The program is offered at the Indiana Government Center South facility at 402 West Washington Street, Indianapolis, Indiana.

**COST:** Free of charge to State employees, **(only)**

**HOW TO REGISTER:**

**REGISTER ON THE ENCLOSED BUREAU OF MOTOR VEHICLES REGISTRATION FORM. DO NOT USE ANY OTHER TRAINING FORM.**

Noted below is the Bureau of Motor Vehicles Driver Improvement Program (DIP) schedule for the 2004 calendar year for State Employees regarding classes to be conducted at the Indiana Government Center South Training Center (room W141), located at 402 West Washington Street, Indianapolis, Indiana.

<u>DATE</u>	<u>DAY</u>	<u>COURSE</u>
March 23, 2004	(Tues)	Driver Improvement Program
June 22, 2004	(Tues)	Driver Improvement Program
September 21, 2004	(Tues)	Driver Improvement Program
December 14, 2004	(Tues)	Driver Improvement Program

The class time for all of the DIP classes noted above is from 8:30 AM to 1 :00 PM on the respective class date. These times are always based on local time regulations.

- **DIP** Instructors need access to the rooms at 7:30 A.M. to 2:00 P.M.;
- The chairs and desks are to be arranged in the classroom style setting in the room;

\* Students should arrive in sufficient time to allow for proper check-in before the class begins. Classes begin promptly at 8:30 a.m. (based on local time provisions at the DIP site).

**NOTE:** State Employees who are required to take the Driver Improvement Program through court procedure or by the Bureau of Motor Vehicles' Administrative letter cannot take this class. They must take the DIP class (for the public) through the Bureau of Motor Vehicles regular registration provisions. If you have any questions, please call the Defensive Driving Department at (317) 233- 6000 (option 1).

**BUREAU OF MOTOR VEHICLES  
DEFENSIVE DRIVING DEPARTMENT**

**REGISTRATION FORM FOR THE:  
DRIVER IMPROVEMENT PROGRAM COURSE (DIP)**

(Revised 12/2002)

Course Title:	
Course Date:	Location:
Name:	
Agency:	
Address:	
Telephone:	

Authorized Signature of your respective Agency's Training Contact Person:

**X**

**PLEASE RETURN THIS REGISTRATION FORM TO:**

Defensive Driving Department  
**Attention:** Program Coordinator for State Employees  
**Bureau of Motor Vehicles**  
Indiana Government Center - North  
100 N. Senate Avenue (Room N402)  
Indianapolis, IN 46204

Or you may register by contacting our office at **(317) 233-6000 (option #1)**

**NO confirmation notices will be sent.** Arrangements may be made to conduct classes in other areas at an agency's convenience, by contacting the Bureau of Motor Vehicles at the above number.

**THIS CLASS DOES NOT SUBSTITUTE FOR A COURT ORDERED DRIVER IMPROVEMENT PROGRAM (DIP) CLASS OR THE DIP REQUIRED BY THE BUREAU OF MOTOR VEHICLES THROUGH THE ADMINISTRATIVE PROCESS.**